

Message

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**From:** McGuire, Thomas M (DPH) [/O=COMMONWEALTH OF MASSACHUSETTS/OU=MASSMAIL-01/CN=RECIPIENTS/CN=THOMAS.M.MCGUIRE]  
**Sent:** 11/28/2011 2:46:14 PM  
**To:** Hanchett, James (DPH) [/O=COMMONWEALTH OF MASSACHUSETTS/OU=MassMail-01/cn=Recipients/cn=James.Hanchett]  
**Subject:** RE: On Line Ordering

I do have a meeting on Thursday morning that I need to attend but I am still waiting for the time. We can plan on meeting and if I can't show you how to use the system I will make arrangements for some to show you.

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**From:** Hanchett, James (DPH)  
**Sent:** Monday, November 28, 2011 9:02 AM  
**To:** McGuire, Thomas M (DPH)  
**Subject:** On Line Ordering

Hi Tom,

Will you be available Thursday around 9:00 AM to teach me the on line ordering process?

Jim Hanchett  
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